

Minutes for Westford Recycling Commission

Meeting date and time: July 12, 2007, 7:30 p.m.

Location: Cameron Senior Center

Attendees: Gerry DiBello, Ellen Harde, Kris Erickson, Elizabeth Sawyer, and Barbara Theriault.

Note that if Action Items from a previous month's minutes were closed before this meeting, they are not included in the minutes. They may be referenced in past minutes under Action Items and considered closed without discussion.

I. Action Items are due by September 13 meeting. Previous (open) action items are in bold.

ALL

1. Continue surveillance of cardboard pickup infractions and forward evidence to **Andy**.

ABBY

1. **Assemble a list of community based organizations.**

ANDY

1. **Rework the design for the Westford Recycling Commission logo.**
2. Present photos of cardboard pickup infractions to Acme Waste Systems and notify them about \$100 fines imposed after August 1 for new infractions.
3. **Look at the tractor dumped at East Boston Camps and consider how it can be removed.**
4. **Contact the Town Manager about the continuation of our recycling contract.**
5. With **Gerry**, talk to Richie Crocker of the School Department re recycling old computers.

BARBARA

1. Submit June 14, 2007, meeting minutes to the Town Clerk.
2. Write a draft of the July 12, 2007, meeting minutes and email to members.
3. **Submit cable bulletin board messages and articles for the Westford Eagle and Lowell Sun on recycling topics, e.g., Earth Machine, cardboard, compact fluorescents.**
4. **Write a press release for the Westford Eagle on the subject of waste bans and the town policy re recycling.**

ELIZABETH

1. Prepare a September meeting agenda referring to the minutes and WRC calendar of tasks/events.
2. Create a poem on compact fluorescents for the town web site.

ELLEN

1. Confirm fall yard waste collection dates with Richie Rocketenetz.
2. Along with **Gerry**, check with schools in August about their recycling programs.
3. Deliver compact fluorescent boxes to Laurie at the Board of Health.
4. Contact Nabnasset resident about helping with the yard waste notification mailing.

GERRY

1. **Distribute recycling bins to Nashoba Tech in September.**
2. **Talk to Richie Rocketenetz to find out if he has encountered misuse of the toters for trash.**
3. Extract pertinent items from the R-R-R Lowell Sun insert for our web site.
4. Provide recent updates for the web site to Mike Sawyer.
5. Add the Health Department to list of collection points for fluorescents on the web site.
6. Give **Kris** tonnage data on June 23 electronics collection and paper shredding.
7. Along with **Ellen**, check with schools in August about their recycling programs.

KRIS

1. Obtain WRC logo from **Andy** and order polo shirts for members.
2. Deliver newly assembled new residents' packets to local real estate offices.

II. Key Points/Decisions from the Meeting (following the printed agenda)

1. The June meeting minutes were approved and will be forwarded to the Town Clerk by **Barbara**.
2. At the meeting, members collated 230 realtor packets including 2007-2008 Recycling Guides, updated new residents' letter, and global warming brochures from Westford Conservation Trust.
3. Enforcing the waste ban on cardboard/recyclables.
 - a. The poem **Elizabeth** composed re cardboard waste ban ran on westford.com for a month.
 - b. **Kris** mentioned that stickers had been placed on cardboard on Keyes Road and the cardboard was still taken by the trash collector. **Barbara** told of watching trash collectors take cardboard boxes on Kirsi Circle and also on Tadmuck Lane.
 - c. Discussion of the need to communicate with Acme Waste re many infractions to date led to a motion being made by **Ellen**, and seconded and passed, that we ask **Andy** to get in touch with Richie Rocketenetz to present the infraction evidence and inform him that as of August 1, the WRC will begin to impose a \$100 fine for each cardboard pickup infraction.
4. Fall Yard Waste collections
Ellen will review her notes on the previous fall collections and call Richie Rocketenetz of Acme Waste to confirm 2007 dates by the August meeting. **Ellen** will also contact Lisa from Nabnasset to help with the mailing to subscribers.
5. T-shirts or Golf shirts for WRC members
Acting on **Kris'** research at ZSports on the style and cost of shirts, WRC members decided to buy eight polo shirts in green with an embroidered logo. No decision was made about **Gerry's** offer to pay for the embroidery. Kris has since stated that she would just as soon divide that cost among us with the guideline of \$30 per shirt being the final cost for each of us.
6. Expanding recycling in schools
In August before schools open, **Ellen** and **Gerry** will divide the list and visit town schools including Nashoba Valley Technical High School to talk to custodians about recycling procedures.
7. Recycling Logo
Forwarded to the next meeting
8. Other business
 - a. **Ellen** will store the box of extra 2007-2008 Recycling Guides.
 - b. **Elizabeth** conveyed that Mike Sawyer is refining navigation on the WRC web site. **Gerry** will provide some updates for Mike to post.
 - c. **Gerry** did some research about recycling half-gallon propane tanks. He spoke with Mass. Recycling Coordinator, Carolyn Dann, who confirmed there is no place to take them. He was told by Hal Schreiber that empty non-refillable tanks that are one liter or less can be put in the trash. Refillable tanks cannot be put into the trash.
 - d. **Gerry** attended a Mass. Recycling meeting and learned the company Recycline uses recyclable materials to make tableware, razor blade handles, and toothbrushes. Some stores like Trader Joe's sell the items and will take them back for recycling.
 - e. **Gerry** also pointed out www.massrecycles.org is the Mass. Coalition of individuals, governments, businesses, institutions and non-profit organizations dedicated to promoting and realizing the vital environmental, social and economic benefits created by reducing, reusing, and recycling waste materials, and by increasing the utilization of recycled products.
 - f. The Board of Health will accept compact fluorescents for recycling. **Ellen** will deliver

- boxes to them for that purpose.
- g. On June 23, five bags of old sneakers were collected and taken home by **Gerry** for recycling.
 - h. Also, on June 23, the paper document shredding truck arrived later than expected because the driver went to Crisafulli School instead. Only 64 gallons of paper were shredded on site at Blanchard causing us to lose money. **Ellen** recommended that we hold document shredding only once a year in the fall. The next paper shredding event is planned for September 22.
 - i. **Ellen** read a letter to the WRC from a resident complimenting the group on its work and asking how we can get more residents to recycle. She had many recycling ideas. We hope she will come to a future meeting.
 - j. **Kris** asked **Gerry** for data on the recent electronics collection.
 - k. **Kris** inquired about recycling plastic bags.
 - l. There will be no rain barrel pickup in September.
 - m. **Gerry** learned there is one more year on the contract with Integrated Paper Recyclers.

9. Action Item review (see l above).

10. Close out meeting

- a. The July meeting of the Westford Recycling Commission adjourned at 8:45 p.m.
- b. The next meeting of the Westford Recycling Commission is scheduled for **September 13, 2007**, at 7:30 p.m. at the Cameron Senior Center. **Elizabeth** will create the agenda. **Barbara** will take notes. **Andy** will chair the meeting.

III. Other items for future discussion

- 1. Feasibility of a Collect Everything Day.
- 2. Construction waste bans.
- 3. Using/promoting recycled products.
- 4. Considering a MA technical assistance grant for an intern to help with recycling compliance.

IV. List of Accomplishments prior to 2007 is included in minutes for that year (starting in 2006).

V. List of Accomplishments 2007

- 1. Delivered new resident recycling information packets to local realtors in January and July.
- 2. Held electronics collection March 31.
- 3. Held the first used sneakers collection March 31.
- 4. Distributed bottle recycling totes to Jack Walsh Field (2) and Veterans' Memorial Field (2).
- 5. Participated in town Step it Up event with recycling and composting information tables April 14.
- 6. Held brush collections April 21 and 28.
- 7. Organized Town Wide Litter Collection April 21-22.
- 8. Placed compact fluorescent and button battery boxes at collection points in town (April).
- 9. Spoke to Nabnasset School kindergarten classes about recycling April 27.
- 10. Managed a spring yard waste pickup for subscribers April 28.
- 11. Participated in the Water Department Open House with recycling information (rain barrels, composters) May 9.
- 12. Posted a poem about recycling cardboard on the Westford.com web site banner (May).
- 13. Held an electronics/old sneakers collection June 23.
- 14. Held a document shredding event June 23.
- 15. Mailed 2007-2008 Recycling Guides to residents.

Respectfully submitted,
Barbara Theriault
Secretary 7/12/2007